

Parent/Guardian/Custodian

[DCS Policy](#) is available on-line and provides comprehensive information regarding child welfare practice. For questions or more information specific to your case please speak with your Family Case Manager.

[The Legal Process Overview](#) is a chart that describes what steps may be taken during a child welfare case. Through this chart you can follow a case from the time a family first has contact with DCS to closure of the case.

[Local DCS Office Directory](#)

Case Planning occurs when families partner with DCS and service providers to identify goals for positive family change. Follow these links to learn more about service planning.

- [The Child and Family Team Meeting \(CFTM\) and the Child and Family Team](#)
- [The Case Plan](#)

Face-to-Face Contact with your Family Case Manager (FCM)

FCM's will have monthly face-to-face contact with all children under the care and supervision of the Department of Child Services (DCS), regardless of the type of placement. The FCM will see the resource or resource/kinship family a minimum of every 60 days. When the child, resource or resource/kinship family is in crisis the FCM will make weekly visits. Face-to-face contact with the child's parent, guardian or custodian will be made a minimum of once a month. Visits with the parent/guardian/custodian will be made according to the minimum service level contact standards. In the event a child is placed out of state, DCS will see your child every 60 days. DCS will request the receiving state visit your child in person during the months DCS is not visiting. For more information please read DCS policy for [Minimum Contact](#) and speak with your Family Case Manager for questions specific to your case.

Visitation with a Child in Out-Of-Home-Placement

The Department of Child Services (DCS) will develop a Visitation Plan for every child in placement within 5 days of removal. Exceptions include if no contact has been ordered by the court, child safety is a concern or when parental rights have been terminated. The Visitation Plan may be reviewed or adjusted during a Child and Family Team Meeting (CFTM) or Case Plan Conference. The Family Visitation Plan provides parameters for visitation between the child and his/her parent/guardian/custodian, sibling, family members and other individuals with whom the child has formed a significant relationship. All Visitation Plans must include alternative forms of contact including but not limited to phone calls, cards, letters and photographs to supplement face-to-face visits. Initially most visits are supervised in order for the Family Case Manager (FCM) to assess the caregivers' strengths and needs regarding parenting and to ensure child safety. Supervision of visits may be provided by a variety of persons, including but not limited to the FCM, resource parent, relative, service provider, facility staff, Court Appointed Special Advocate (CASA), Guardian Ad Litem (GAL) or another appropriate adult. Visits may progress to unsupervised arrangements. Involvement in the child's life can continue by including the parent/guardian/custodian in decisions regarding the child's health care, education, extra-curricular activities, hair length and style, as well as other decisions of this kind. For questions specific to your case please speak with your Family Case Manager, and for more information read DCS policy for [Developing the Visitation Plan](#), [Implementing the Visitation Plan](#) and [Parental Interaction and Involvement](#).

The Indian Child Welfare Act (ICWA) of 1978 created guidelines for use when Indian children are removed from their families. ICWA states Indian children will be placed with an Indian family or in a resource or adoptive home that has the values of Indian culture. The tribe has jurisdiction in child custody cases that involve Indian children who live on reservations. DCS will make

efforts to find out if a child of American Indian heritage falls under the jurisdiction of the ICWA. DCS will notify the Tribe/Nation if a child claims to be a member, or eligible for membership in the tribe. The parent or child claiming membership in an Indian tribe has the responsibility to show that the ICWA applies to the court proceedings. For more information about DCS policies in response to the ICWA, speak with your Family Case Manager.

- National Tribal Justice Resource Center
<http://www.tribalresourcecenter.org/legal/details.asp?59>
- National Indian Child Welfare Association <http://www.nicwa.org/>

The Multiethnic Placement Act (MEPA) was passed in 1994 and was improved in 1996 by the *Removal of Barriers to Interethnic Adoption Provisions (IEP)*. The MEPA-IEP does not allow the delay or denial of foster placements and adoptions based on the race, color or national origin of the child or resource parent. States are required to recruit resource and adoptive families who are ethnically and racially diverse. DCS will decide if the child's special needs can be met without making the placement decision based on race or ethnicity. For more information about DCS policies in response to the MEPA, speak with your Family Case Manager.

- Administration for Children and Families
<http://www.acf.hhs.gov/programs/cb/pubs/mepa94/index.htm>
- Child Welfare Information Gateway
http://www.childwelfare.gov/systemwide/laws_policies/federal/pl103_382.cfm

Need Help?

Indiana 2-1-1 Call 2-1-1 for information and referrals to human services including food, shelter, employment, counseling, and much more. Visit the Indiana 2-1-1 website for additional information. <http://www.in211.org/>

Nineline Call 1 (800) 999-9999 for support and crisis intervention if you are caring for a teen faced with heavy issues. Provides answers to tough questions about family, relationships, health, suicide, abuse, drugs and alcohol, sex and running away.
<http://www.covenanthouse.org/nineline/caregivers.html>

Toll Free Crisis Hotline Numbers <http://www.childwelfare.gov/pubs/reslist/tollfree.cfm>

Parenting Resources are available for those who need information, tips, new ideas or support. To obtain additional information about parenting please speak with your Family Case Manager.

- National Center for Fathering <http://www.fathers.com/>
- Parents as Teachers
<http://www.parentsasteachers.org/site/pp.asp?c=ekIRLcMZJxE&b=272119>
- Dads and Daughters, for fathers <http://www.dadsanddaughters.org/fordads/>
- Dads and Daughters, for mothers <http://www.dadsanddaughters.org/forwomen/>
- Promoting Responsible Fatherhood <http://fatherhood.hhs.gov/>
- Parents Anonymous, Support Group <http://www.parentsanonymous.org/paIndex10.html>
- Fathers Online <http://www.fathersonline.com/>
- Rise Magazine, A magazine by and for parents who have been involved in the child welfare system <http://www.risemagazine.org/>
- Search Institute, parenting information and resources <http://www.search-institute.org/>
- Fatherhood Information <https://www.fatherhood.org/resources.asp>
- Indiana Youth Institute <http://www.iyi.org/parent-involvement/tips.aspx>

Resources are available in the community for parents to access, such as mental health services, emotional support, financial resources and other social services. Review the following sites based on your particular need. Some sites are search engines allowing for the location of a variety of resources. To obtain additional information regarding resources for your area please speak with your Family Case Manager.

- Child Support Services <http://www.in.gov/dcs/2671.htm>

- Central Indiana Human Services Database, <http://www.imcpl.lib.in.us/cgi-bin/irntop.pl>
- Mental Health Resources <http://mentalhealth.samhsa.gov/publications/allpubs/stateresourceguides/indiana01.asp>
- Issues affecting children, families, and communities <http://www.connectforkids.org/>
- Health Information and Resources for Family, Children, and Older Adults <http://www.in.gov/family.htm>
- Requesting a Birth Certificate http://www.in.gov/isdh/bdcertifs/birth_and_death_certificates.htm
- Social Security Card and Benefit Application <http://www.socialsecurity.gov/>
- Track information about criminal cases and the custody status of offenders <https://www.vinelink.com/vinelink/initMap.do>
- Family and Social Services Administration (FSSA) <http://www.in.gov/fssa/index.htm>
- Shalom Community Center, resources for homelessness and poverty <http://cgi.hoosier.net/~shalom/home/>
- Prevent Child Abuse, America <http://www.preventchildabuse.org/index.shtml>
- The National Domestic Violence Hotline <http://www.ndvh.org/>

Is Your Child [Thinking About College?](#) Learn more about how to choose and prepare for an education, as well as available scholarships, grants and financial aid. *(create link to "thinking about college" information from Foster Child page)*

Infant, Toddler, Child, and Youth Care: Obtain information regarding child safety, care, education, parenting and available resources.

- [Infant/Toddler](#)
- [Child/Youth](#)
- [All Ages](#)

(Info for Infant/Toddler link)

- SIDS and Safe Sleeping Practices <http://www.insids.org/>
<http://www.cpsc.gov/CPSCPUB/PREREL/PRHTML96/96096.html>
<http://www.cpsc.gov/CPSCPUB/PUBS/softsleep.pdf>
- Shaken Baby Syndrome www.dontshake.com <http://www.sbsplus.com/>
<http://thinkfirst.org/Documents/FastFacts/TFshakenbaby320.pdf>
- Cribs free of cost Marion County Cribs for Kids (317) 536-2769
<http://www.insids.org/resources.php>
- Early Head Start <http://www.ehsnrc.org/>
- Car Seats
 - Fitting Stations <http://www.preventinjury.org/fittingStation.asp>
 - Tips and Tools <http://www.seatcheck.org/>
 - Proper Installation <http://www.chop.edu/consumer/jsp/division/generic.jsp?id=77971>
 - Low Cost Seats Available <http://www.sbcounty.gov/pubhlth/SAFE/LowCost.html>
- Imagination Library, free books monthly to children 0-5 years of age
<http://www.dollysimaginationlibrary.com/affiliates.php>
- Healthy Families
 - Topics for Babies http://www.babycenter.com/baby?intcmp=Nav_Global_Baby_v3
 - Topics for Toddlers
http://www.babycenter.com/toddler?intcmp=Nav_Global_Toddler_v3
 - Topics for Preschoolers
http://parentcenter.babycenter.com/preschoolers?intcmp=Nav_Global_Preschooler_v3
- Child Care Resources and Referrals
 - http://www.iaccrr.org/index.php?option=com_content&task=view&id=17&Itemid=40
 - http://www.naccrra.org/for_parents/
 - The Child Care Development Fund (CCDF)
<http://www.childrensbureau.org/html/ccdf.cfm>

(info for Child/Youth link)

- Child Care Resources and Referrals
 - http://www.iaccrr.org/index.php?option=com_content&task=view&id=17&Itemid=40
 - http://www.naccrra.org/for_parents/
 - The Child Care Development Fund (CCDF)
<http://www.childrensbureau.org/html/ccdf.cfm>
- Topics for Big Kids http://parentcenter.babycenter.com/big-kid?intcmp=Nav_Global_Bigkid_v3
- Indianapolis and Surrounding Area Schools <http://imaps.indygov.org/schools/default.asp>
- Indiana Department of Education <http://www.doe.state.in.us/welcome.html>
- Teen Challenge, Parents Guide to Child Drug Abuse
<http://teenchallengeusa.com/guide.php>
- Partnership for a Drug Free America <http://www.drugfree.org/Parent/>
- The National Council on Alcoholism and Drug Dependence (NCADD)
<http://ncadd.org/facts/youthalc.html>
- Phoenix House, Parent Resources for Preventing Substance Abuse in College Students and High School Students That Are College-Bound <http://www.factsontap.org>
- Parents, The Anti-Drug <http://www.theantidrug.com/>
- Orphan Foundation of America <http://orphan.org/index.php>
- Indiana Criminal Justice Institute, Juvenile Offenders <http://www.in.gov/cji/2618.htm>
- Aftercare for Indiana through Mentoring (AIM), Indiana's Juvenile Reentry Program
<http://aim.spea.iupui.edu/about/org.htm>
- Homework Help
 - Ask Kids Schoolhouse <http://www.askkids.com/schoolhouse?pch=sch>
 - Fact Monster <http://www.factmonster.com/>
 - Rose Hulman **1- 877-ASK-ROSE** Students may call the helpline between 7:00 p.m. to 10:00 p.m. (Eastern Daylight time) for free math and science homework help for grades 6-12. Or send your homework problems to Rose Hulman online at <http://www.askrose.org/tutoring.php>

(info for All Ages link)

- Crimes Against Children Research Center www.unh.edu/ccrc/
- Information About Child Maltreatment and Prevention http://www.cdc.gov/ncipc/pub-res/effects_of_childhood_stress.htm
- Directory of Resources and Service Providers for Youth, Free Newsletter
<http://www.mccoyouth.org/>
- National Responsible Fatherhood Clearinghouse, parenting tips for fathers
http://www.fatherhood.gov/father/tips_parents.cfm
- American Academy of Pediatrics <http://www.aap.org/>
- KidsHealth <http://www.kidshealth.org/>
- The Arc of Indiana, information for children with developmental disabilities
<http://www.arcind.org/>
- Early Childhood Meeting Place
http://earlychildhoodmeetingplace.indiana.edu/modules/news/family_resources.htm

Safety Information: Review the following sites to obtain facts and tips for staying safe as well as information on fire safety, water safety, car safety, emergency and disaster response and preparedness, First Aid/CPR/AED, toy information and recalls. **To obtain free or discounted smoke and fire alarms contact your local fire department.**

- www.redcross.org/index.html
- www.safekids.org
- <http://911forkids.com/>
- <http://depts.washington.edu/hiprc/practices/topic/drowning/fencing.html>

- <http://thinkfirst.org/kids/WaterSafety2.asp>
- <http://www.usfa.dhs.gov/safety/>
- www.firesafety.gov/
- <http://www.homesafetycouncil.org/index.aspx>
- Tool for Planning Fire Escape Plan
<http://hss.state.ak.us/ocs/FosterCare/fireEscapePlanner.pdf>

Internet Safety: Search for internet safety products, get tips on how to teach your child to stay safe when using technology and learn more about the risks children face, cyberbullying and how to spot online trouble.

- Wired Kids Inc. <http://www.wiredkids.org/index.html>
 - FBI <http://www.fbi.gov/publications/pguide/pguidee.htm>
 - GetNetWise <http://www.getnetwise.org/>
 - iKeepSafe <http://www.ikeepSAFE.org/PRC/>
 - NetSmartz <http://www.netsmartz.org/netparents.htm>
 - staysafe <http://www.staysafe.org/parents/default.html>
 - SafeKids, Internet Use Guidelines for Preteens <http://safekids.com/guidelines-for-parents/>
- **Use Agreements:**
- Internet Use Contract for Parents and Teenagers
http://www.cyberbullying.us/cyberbullying_internet_use_contract.pdf
 - Cell Phone Use Contract for Parents and Teenagers
http://www.cyberbullying.us/cyberbullying_cell_phone_contract.pdf
 - Internet Safety Plan
http://www.webwisekids.org/uploads/internet_safety_plan.pdf

Indiana Poison Center 1 (800) 222-1222, Call if you have a poison emergency. Call or visit the website with questions about poisons or poison prevention. <http://www.1-800-222-1222.info/poisonhelp.asp>

If the victim has collapsed or is not breathing, call 911

Bullying is a growing concern and can impact a child's physical, social and emotional well-being. Learn now to spot if your child is being bullied or is bullying others. Get tips on how to stop bullying through prevention and intervention.

- Eyes on Bullying <http://www.eyesonbullying.org/>
- Bullying Prevention Toolkit <http://www.hazelden.org/web/go/olweusparent>
- Bully Police USA <http://www.bullypolice.org/>
- National Crime Prevention Council <http://www.ncpc.org/topics/by-audience/parents/bullying>